

## CSBG Recovery Act Local Plan

*Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.*

### Submit To:

Department of Community Services and Development

Attention: Community Services Division

P.O. Box 1947

Sacramento, CA 95812-1947

### Section I - Agency Information

Agency: City of Oakland Department of Human Services

Address: 150 Frank H. Ogawa Plaza, 4th Floor Ste. 4340

City: Oakland

### Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person: Estelle Clemons

Title: Oakland Community Action Partnership (OCAP) Manager

Phone: 510-238-3597

Fax: 510-238-2367

E-mail Address: eclemons@oaklandnet.com

### Section II - Certification

- 1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.

The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.

  
Board Chair

  
Executive Director

May, 11 2009

Date

May 11, 2009

Date

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### Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number 137137977

### Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number 36QE5

### Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

#### A) Describe how your agency made this Local Plan available for public inspection.

The Oakland Community Action Partnership (OCAP) will post its CSBG Recovery Act Local Plan on our website at [www.OaklandCAP.org](http://www.OaklandCAP.org), present and discuss the plan at OCAP's Administering board monthly meeting, and send an e-mail notification out to our network of over 250 partners.

### Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

#### A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

The City of Oakland's Community Action Partnership is planning to utilize its ARRA funding to pilot an intensive training and transitional employment program designed to create 153 employment opportunities for Oakland's hard to serve low-income residents thereby stimulating and growing Oakland's local economy. The proposed training programs will focus on low-skill employment opportunities in Green Jobs/Weatherization, Building Trades/Home Rehabilitation and Logistic/Warehousing. Services and activities will include outreach, recruitment, career development training, paid transitional employment, subsidized/unsubsidized employment, retention and education.

#### B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

The City of Oakland's Community Action Partnership plans to deliver its training and transitional employment program in partnership with local non-profit community based workforce development providers, local sector base employers and the City's Community and Economic Development Agency. The proposed OCAP training and employment program is an integral part of a comprehensive employment/workforce development continuum. The continuum consist of education/training; stipend transitional employment; subsidized/unsubsidized job placement/retention; and continuing education/training. The proposed geographical areas to be served include residents from Oakland's Urban Revitalization Program Areas: West Oakland, Central Oakland-Fruitvale and East Oakland.

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### **C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.**

The Oakland Community Action Partnership will use its Recovery Act funds to meet the short-term employment needs of its residents by implementing a pilot intensive training and transitional employment programs that pays participant while they are in training, which has previously been identified as a huge barrier. Because the training and transitional employment programs are focused around specific industries/sectors, this will directly create a pipeline of skilled and highly trained Oakland workers. As a result, this newly trained labor force will be qualified to make a living wage that will not only impact their ability to become self-sufficient but will also enhance Oakland's long-term economic and community development efforts.

### **D) Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow up consultations.**

As a public community action agency, the Oakland Community Action Partnership will use its existing resources and expand and establish new linkages to ensure challenges or gaps identified by providers and participants are addressed in a timely manner as part of the programs' wrap-around service delivery model. In addition, program partners and participants will continue to utilize the existing Oakland PIC one-stop career center and the Bay Area's 211 system. Providers will also benefit from the wide range of collaborative efforts around workforce development (WIB, EDD), community development (CDGB), Alameda County Social Services Agency (GA, TANF), Earned Income Tax Credit, Bank on Oakland, Oakland's Families Building Wealth IDAs, Oakland's Food Stamp enrollment program, and Oakland's Measure Y Violence Prevention and Intervention Initiative.

### **E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.**

The Oakland Community Action Partnership will use its Recovery Act funds to leverage and expand the existing workforce development efforts that are currently being funded through the Department of Labor, the local Workforce Investment Board, Oakland's Measure Y, Alameda County Social Services Agency, or any other existing funding stream. Prior to receiving funding, each program partner will submit a signed statement, as an attachment to the program budget and scope of work, attesting that funding received from OCAP's Recovery Act funds will not be used to supplant existing funds previously devoted to any pre-existing program or activity.

### **F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.**

The Oakland Community Action Partnership will use its Recovery Act funds to integrate our existing innovative and community based initiatives such as the Earned Income tax Credit, Measure Y, Oakland's Prosperity Hub, Bank on Oakland, Oakland's Families Building Wealth Initiative, and Oakland's Food Stamp Enrollment program. Staff will also ensure that employment service providers include language within their scope of work to ensure that support services identified above are offered and outcomes are tracked on a regular basis.

### **G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).**

The City of Oakland Community Action Partnership is currently conducting its community needs assessment for inclusion into its 2010-2011 Community Action Plan. Staff is also conducting focus groups and surveying local services providers and low-income families to further assess and gauge the needs of Oakland's low-income community. In addition, staff is assessing, reviewing and analyzing a myriad of community indicators and data points. For example, as of March 2009, the State Employment Development Department reported Oakland's unemployment rate at 15.8%. Given this alarming statistic, the City of Oakland's Community Action Partnership will utilize its ARRA funding to pilot an intensive training and transitional employment program designed to create 153 employment opportunities for Oakland's hard to serve low-income residents.

### **H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.**

The City of Oakland Community Action Partnership and its partners have been actively involved in benefits enrollment as part of its core function since 2003. Annually, OCAP in partnership with the United Way of the Bay Area supports over 23 local community base agencies to provide FREE Earned Income Tax Credit (EITC) tax preparation to Oakland's low-income residents. In addition, since 2005, OCAP and the Alameda County Community Food Bank (ACCFB) has been in partnership working to increase food stamp participation within Oakland's low income communities as well. To that end, OCAP and its list of employment subcontractors will screen, refer, and assist clients in applying for and enrolling in Federal, State, and local benefit programs. The geographical areas to be served will include residents from Oakland's Urban Revitalization Program Areas: West Oakland, Central Oakland-Fruitvale and East Oakland

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### J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

The City of Oakland Community Action Partnership will work in collaboration with the California/Nevada Community Action Partnership State Association to launch the Keeping the Promise Education and Outreach Campaign. As a partner in this state wide campaign, OCAP will be able to expand its local outreach efforts, which include posting the Recovery Act plan, available services and outcomes on OCAP's website; promoting OCAP's Recovery Act plan at the annual Walk to End Poverty Event scheduled for Saturday, May 30, 2008; and utilizing the city's local television access channel, KTOP to help market and program success stories and highlight projects.

### Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

### A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

The City of Oakland Community Action Partnership and Community and Economic Development Agency, in conjunction with Spectrum Community Services, plans to develop and formalize a referral process and agreement to ensure that Oakland residents receive the most comprehensive level of services. The opportunity to formalize our partnership will directly enhance the existing support system around increasing the level of energy efficiency within Oakland's low-income neighborhoods while simultaneously allowing families to meet their basic needs and increase their self-sufficiency.

### B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

The City of Oakland Community Action Partnership, Community Economic Development Agency Home Rehabilitation division, Contract Compliance, PG&E, Unity Council and Spectrum Community Services are in discussions to identify ways to integrate the local energy program so that it can provide employment training and job placement to OCAP's transitional employment participants.

### Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

#### A.1) Project/Activity #1

Title	Not Applicable	
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

#### A.2) Project/Activity #2

Title		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

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### A.3) Project/Activity #3

Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # _____ <input type="checkbox"/> Retained # _____
Description	

### A.4) Project/Activity #4

Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # _____ <input type="checkbox"/> Retained # _____
Description	

### A.5) Project/Activity #5

Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # _____ <input type="checkbox"/> Retained # _____
Description	

*In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.*

### B.1) Subcontractor Project/Activity #1

Title	Crew Based Employment Program
Subcontractor	Volunteers of America Bay Area
Cost	\$300,000
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 50 <input type="checkbox"/> Retained # _____
Description	Provide 60 participants with job training and transitional employment with public works, HOME rehabilitation, and construction and building trade partners. Place 83% of participants in subsidized/unsubsidized employment

### B.2) Subcontractor Project/Activity #2

Title	Oakland Green Jobs Corps
Subcontractor	Cypress Mandela Training Center
Cost	\$300,000
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 50 <input type="checkbox"/> Retained # _____
Description	Provide 60 participants with educational training, green-collar skills training, and on the job training with green employer partners. Place 83% of participants in subsidized/unsubsidized employment

### B.3) Subcontractor Project/Activity #3

Title	TWC/ATLAS Transitional Work Initiative
Subcontractor	The Workforce Collaborative
Cost	\$300,000
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 50 <input type="checkbox"/> Retained # _____
Description	Provide 60 participants with educational/job training and transitional employment with warehousing and logistics program partners. Place 83% of participants in subsidized/unsubsidized employment

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#### **B.4) Subcontractor Project/Activity #4**

<b>Title</b>	Oakland Senior Shuttle
<b>Subcontractor</b>	Bay Area Community Services
<b>Cost</b>	\$180,000
<b>Est. # of Jobs</b>	<input type="checkbox"/> Created # <input checked="" type="checkbox"/> Retained # 3
<b>Description</b>	Provide funding to maintain Oakland's Senior Shuttle program thereby retaining employment for 3 employees that was scheduled to be layed off due to lack of funding.

### **B.5) Subcontractor Project/Activity #5**

<b>Title</b>		
<b>Subcontractor</b>		
<b>Cost</b>		
<b>Est. # of Jobs</b>	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
<b>Description</b>		

**B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.**

The subcontractors identified above have all gone through a competitive bidding process. The City of Oakland Community Action Partnership will use its existing procurement process to amend and extend existing city contracts with identified subcontractors.

*In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.*

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. ***In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.***

[illegible]

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**D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)**

The City of Oakland Community Action Partnership will not be using ARRA funds for infrastructure investments.

**E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.**

☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

**E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.**

The portion of ARRA funds proposed for allocation for administrative cost are directly related to ensuring the success of placing 150 low-income participants into employment. The majority of OCAP's administrative cost are for program administration such as additional staff to monitor and track ARRA expenditures and outcomes.

### **Section IX - Required Disclosures**

*For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.*

**A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.**

The City of Oakland Community Action Partnership has no pre-existing findings/recommendations/terminations as a result of deficiencies.

**B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.**

The City of Oakland Community Action Partnership is not involved with any pending or past legal proceedings.

### **Section X - Barriers**

*For each question in this section, provide information on potential barriers to your agency's success.*

**A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).**

The Oakland Community Action Partnership is confident in its plan to employ Oakland's hard to serve low-income residents. However, it should be noted that the 153 employment placements are predicated on the notion that bay area economy is on a progressive path to recovery.